

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, February 28, 2007 – 7:00 p.m.

*Kenneth W. Sandy, Board President ~Thomas M. Bongj, Vice-President
Nick Dickson, Director ~ Roxanne W. Lindsay, Director ~Jennifer G. Price, Director*

~MISSION STATEMENT~

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion

**Location: S.R.V.F.P.D. Administration Building - Boardroom
1500 Bollinger Canyon Road, San Ramon, California**

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

4.1 Personnel Action – Confirmation of Employment

Kimberly French, Fire Prevention Specialist - Approve staff's recommendation to hire Kimberly French as Fire Prevention Specialist at Step 1, effective February 12, 2007, subject to a twelve (12) month probationary period.

4.2 Approve staff's recommendation to promote Deborah Vanek to Code Compliance Officer at Step 3, effective February 2, 2007, subject to a twelve (12) month probationary period.

4.3 Recognition of CERT Volunteers: Erik Axton, Catrina Christen, Lucas Hirst, Thomas Jamison and Vicki Wright

5. PUBLIC COMMENT

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three minutes for any person addressing the Board.

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6. CONSENT CALENDAR

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Please complete a "Request to Speak" form and submit it to the Secretary to the Board. Comments should not exceed three (3) minutes.

- 6.1 Approve the salaries, payroll taxes and retirement contributions for the month of January, 2007 for \$2,651,154.49.
- 6.2 Approve the demand register for the period of January 15, 2007 through February 12, 2007 in the amount of \$777,910.42.
- 6.3 Approve the minutes from the January 24, 2007 regular board meeting including District Counsel's closed session report.
- 6.4 Personnel Actions:
 - 1. Approve staff's recommendation to award a merit salary increase to Fire Prevention Specialist Deborah Vanek to Step 3, effective February 1, 2007.
 - 2. Approve staff's recommendation to award a merit salary increase to Human Resources Director Robert Leete to Step 4, effective February 7, 2007.

7. OLD BUSINESS

- 7.1 Discussion Regarding Cost Estimate of New Station 36

8. NEW BUSINESS

- 8.1 Discussion of District Participation in the Establishment of a JPA in the East Bay Regional Communications System Authority

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR JANUARY, 2007

Operations – Assistant Chief Price

- 10.1 Incident Report responded to by type, i.e., fire, medical and the response time

Support Services – Assistant Chief Hart

- 10.2 Support Services Report of monthly activities

Training – Division Chief Krause

- 10.3 Training Report of monthly activities

Fire Prevention – Fire Marshal/Division Chief Terry

- 10.4 Fire Prevention Report of monthly activities

Finance – Finance Director Woods

- 10.5 Finance Report on revenues (all funds), General Fund Expenditures, Capital Projects Fund and Equipment/Vehicles Fund Expenditures, and Combined Balance Sheet of all Fund Types (year to date)
- 10.6 Overtime Report of monthly overtime worked

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Human Resources – Human Resources Director Bob Leete

10.7 Employee Illness/Injury Report on employees' absences from work due to injuries and/or illness

Fire Chief – Chief Bowen

10.8 Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

12. CLOSED SESSION

12.1 Status on labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code §54954.4(f)]

12.2 Personnel Matter: Annual Review of Fire Chief Employment Agreement [Pursuant to Government Code §54957]

12.3 Conference with District Counsel – Potential Litigation
Possible exposure to litigation (one matter)
[Pursuant to Government Code §54956.9(b)(2)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code § 54956(b)(3)(A)]

13. RETURN TO OPEN SESSION

14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

**15. ADJOURNMENT TO NEXT BOARD MEETING SCHEDULED FOR
MARCH 28, 2007**

Prepared by:

Susan F. Brooks
Secretary to the Board

Agenda posted on February 23, 2007 at the District's Administration Building and the San Ramon Valley Fire Protection District's web site at www.srvfire.ca.gov.

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, to please contact the District Chief's office, (925) 838-6600, at least one business day before the scheduled District board meeting, to ensure that we may assist you.